

Please see the instructions below on how to enter payment information in ePART using PayZang.

From the **Payment** screen in ePART, select the type of electronic payment you are using. **Credit Card or E-Check**

Note: Only use the Payment Type drop down if you are applying escrow.

- **Enter** the **first and last** name of the carrier and/or third party making the payment.
- If an email address is present, they will receive the payment receipt.
- **Update** the email address if it is different than the one that is on file.
- In the **company** field, **enter** the carriers name.

The screenshot shows a 'Shipping Information' form with the following fields and values:

- Same as billing
- First Name: Michele
- Last Name: Tordale
- Address: 3665 W BROADWAY
- Address Line Two: (empty)
- City: MISSOULA
- State: Montana
- Postal: 598085676
- Country: United States
- Phone: 4067282600
- Email Address: mtordale@mt.gov
- Company: Sammons
- Fax: (empty)

Buttons: Cancel, Next

If the **shipping** information is the same as the billing, **select** the box. **Select Next.**

Note: The shipping information is not mandatory to collect. To clear this information, you can check the box, and then uncheck the box. This will leave the fields blank.

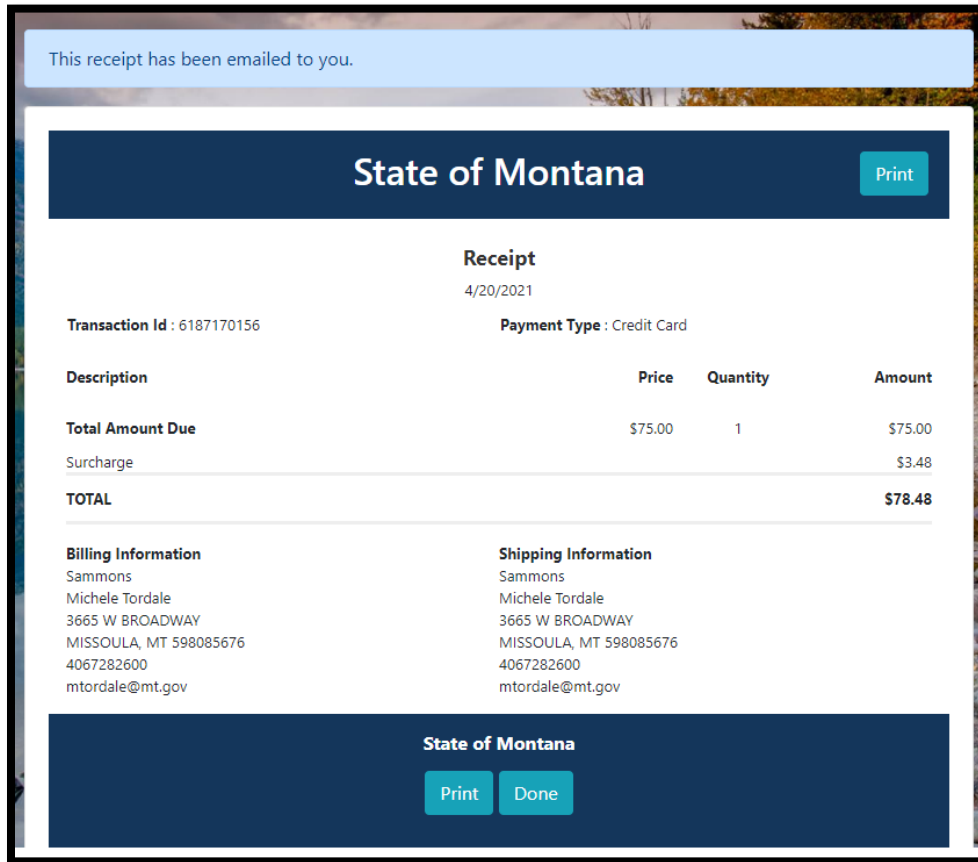
The screenshot shows a 'Payment Information' form with the following fields and values:

- Card Number *: (empty)
- Expiration Date *: MMY
- Security Code *: CVV

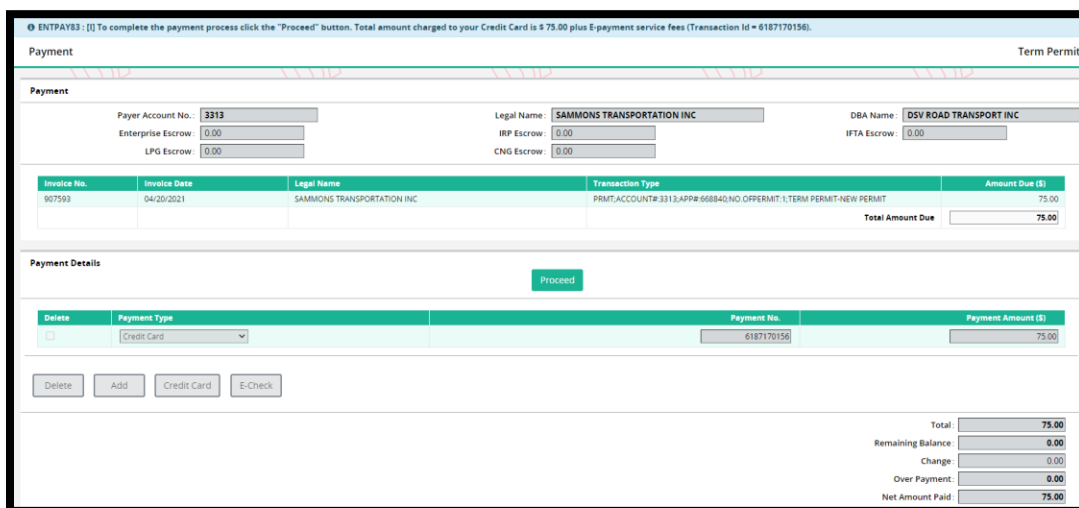
Text below Security Code: This can be found on the back of your card

Buttons: Cancel, Submit Payment

Enter the credit card details. The **CVV** code is now **mandatory** for credit card payments. **Select Submit Payment.**



From the **receipt screen** you can print the payment receipt if needed. **Select Done.**



In order to finalize payment, **Select Proceed** from e-Part. Once the final proceed is selected, your permit and ePART payment receipt will open as a PDF.



ENTERING EPART PAYMENTS USING PAYZANG

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PAYMENT DETAIL :			
Payments		Payment Date	Amount
Credit Card-6187170156		04/20/2021	\$75.00
Total Paid			\$75.00
Electronic Payment Processing Fee Detail: The total charged includes fees from Montana Interactive			
Payments	Order Id #	Payment Date	Amount
Credit Card-6187170156	6187170156	04/20/2021	\$78.48
Total Paid			\$78.48

The **ePART** payment receipt will have the total charged to the credit card.

Each payment made in PayZang will have a **Transaction ID**. Example: 6187170156